

NORTHFIELD VILLAGE FIRE DEPARTMENT



2014 ANNUAL REPORT



SUBMITTED BY:
FIRE CHIEF JASON L BUSS

TABLE OF CONTENTS

Mission Statement.....	2
A Message from the Fire Chief.....	3
Organizational Chart.....	4
Shift Information.....	5
Appointments, Promotions, and Retirements.....	5
Vehicle Information.....	6
Alarm Statistics.....	7-10
Emergency Medical Services.....	11-13
Dispatch.....	14
Budget.....	15-18
Training.....	19-20
Fire Hydrants/ Fire Hose.....	20-21
New Equipment	22
Fire Prevention.....	23
Life Safety Education.....	24
Northfield Park EMS.....	25
Frequently Asked Questions.....	26-27

MISSION STATEMENT

Consistent with the laws of the State of Ohio and the Charter of the Village of Northfield, the primary mission of the Northfield Village Fire Department is to:

- Protect life, health, and property
- Extinguish all fires within the Village of Northfield
- Investigate the cause of all fires
- Answer all calls for emergency medical assistance within the Village of Northfield

Each firefighter is charged with the duty and privilege of providing all citizens of this community with protection from the ravages of fire and with any and all necessary emergency medical assistance, whenever the need may arise.

The primary goal of every member of the Northfield Village Fire Department must be to promote and achieve honorable and dedicated service to this community. If life and property are protected... if destructive fires are prevented... if public security and tranquility are sustained through the efforts of highly motivated firefighters... the mission of the Northfield Village Fire Department shall be fulfilled.

A MESSAGE FROM THE FIRE CHIEF

As the Fire Chief of the Northfield Village Fire Department, it is with great pride that I present you this summary of activities for the year 2014. Our organization continues to accept the challenges presented by the economy, demands for service, and ever changing technology. We constantly evaluate our operational platform to ensure it provides efficient and effective services to the community and make necessary changes when needed. The fire department also continues to collaborate regionally with other fire departments in the areas of training, specialized response teams, purchase of equipment, and mutual aid. These collaborations greatly reduce our overhead costs while at the same time allowing us to provide a broader array of service levels to the community.

We responded to 664 calls for emergency service during 2014; an increase of 34% over 2013. Of the 664 total calls, 553 calls were for EMS, which represents 83% of our total response for emergency service.

Our firefighters, EMTs, and paramedics are among the best trained in the State. Providing exceptional training to our personnel continues to be at the forefront of our daily operations. We truly believe that our dedication to training directly affects the safety of our citizens and firefighters while helping to ensure positive outcomes to your emergencies.

Members of the Northfield Village Fire Department are committed to providing the best fire, rescue, and emergency medical services while continuing to be proactive in fire safety, prevention, and education. We will continue to pursue excellence while maintaining efficiency and cost effectiveness. I am confident that a review of this annual report will confirm our dedication to this life safety goal. We assure every citizen that our mission will be accomplished in a fashion which reflects this organization's dedication to outstanding customer service.

Respectfully submitted,

Jason L. Buss
Fire Chief

ORGANIZATIONAL CHART



SHIFT INFORMATION

The Northfield Village Fire Department operates out of one fire station, located at 10271 Northfield Road. Housed in the fire station are two fire engines and two paramedic equipment rescue squad. Outside, a chase truck, an additional ALS ambulance and one command vehicle are parked. These vehicles are in service every day to serve the citizens and visitors of our community.

The fire department operates with three (3) firefighters on duty 24 hours a day. Each shift length can vary between 6 to 24 hours depending on department needs.

The Fire Department Administration staff consists of a part-time Fire Chief and a several part-time Fire Safety Inspectors.

APPOINTMENTS, PROMOTIONS, AND RETIREMENTS

NEW MEMBERS IN 2014

NICOLE GRZYBOWSKI - FIREFIGHTER / EMT

JOHN REIS – EMT

JORDAN JACHNA – FIREFIGHTER PARAMEDIC

COURTNEY ROOT – FIREFIGHTER PARAMEDIC

RESIGNATIONS IN 2014

KRIS KORMOS	FIREFIGHTER PARAMEDIC	HIRED ELSEWHERE
MICHAEL CLINTON	FIREFIGHTER PARAMEDIC	HIRED ELSEWHERE
RYAN SHOLTIS	FIREFIGHTER PARAMEDIC	HIRED ELSEWHERE
RUSSELL HARRIS	FIREFIGHTER EMT	HIRED ELSEWHERE
SCOTT SELLE	FIREFIGHTER EMT	MOVED
ERIC MOSS	CAPTAIN PARAMEDIC	HIRED ELSEWHERE

RETIREMENTS

NO RETIREMENTS IN 2014

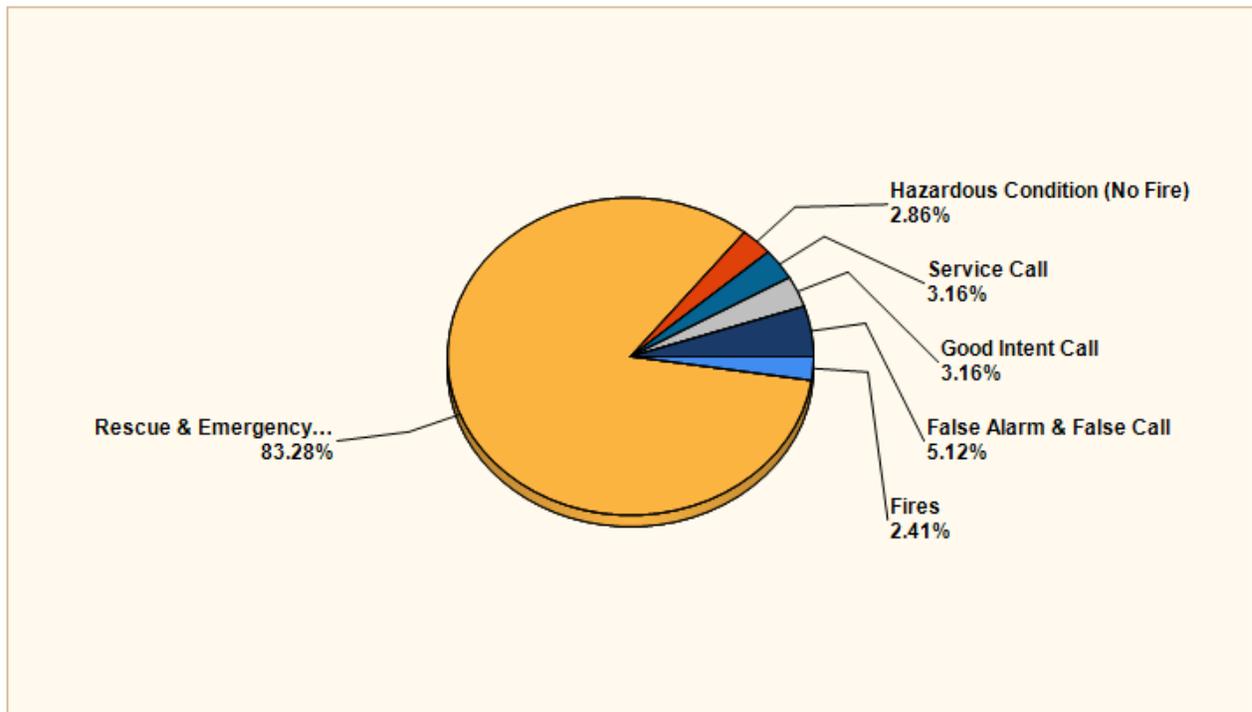
VEHICLE INVENTORY

FIRE STATION 3510	BUILT IN 2003	RENOVATIONS 2015
ENGINE 3513	1992 PIERCE DASH	REPLACEMENT IN 2017
ENGINE 3514	2010 PIERCE CONTENDER	REPLACEMENT IN 2035
SQUAD 3521	2001 HORTON	REPLACEMENT IN 2018
SQUAD 3511	2004 FORD WHEELED COACH	REPLACEMENT IN 2016
SQUAD 3512	2006 MEDTEC	REPLACEMENT IN 2018
CHASE 3516	2013 FORD F150	REPLACEMENT IN 2025
COMMAND 3521	2008 BUICK LACROSSE	REPLACEMENT IN 2018 / 2019



ALARMS BY CATEGORY

The Division of Fire responded to **664** emergencies in 2013. **553** responses to requests for emergency medical assistance represented **83%** of our total 2014 response volume. The remaining **111** responses (**17%** of the total response volume) were attributable to structure fires, fire investigations, and miscellaneous incidents. Alarms that fall into the miscellaneous category include responses to hazardous material incidents, lightning strikes, carbon monoxide incidents, utility related emergencies, various rescues, and a variety of public service calls.

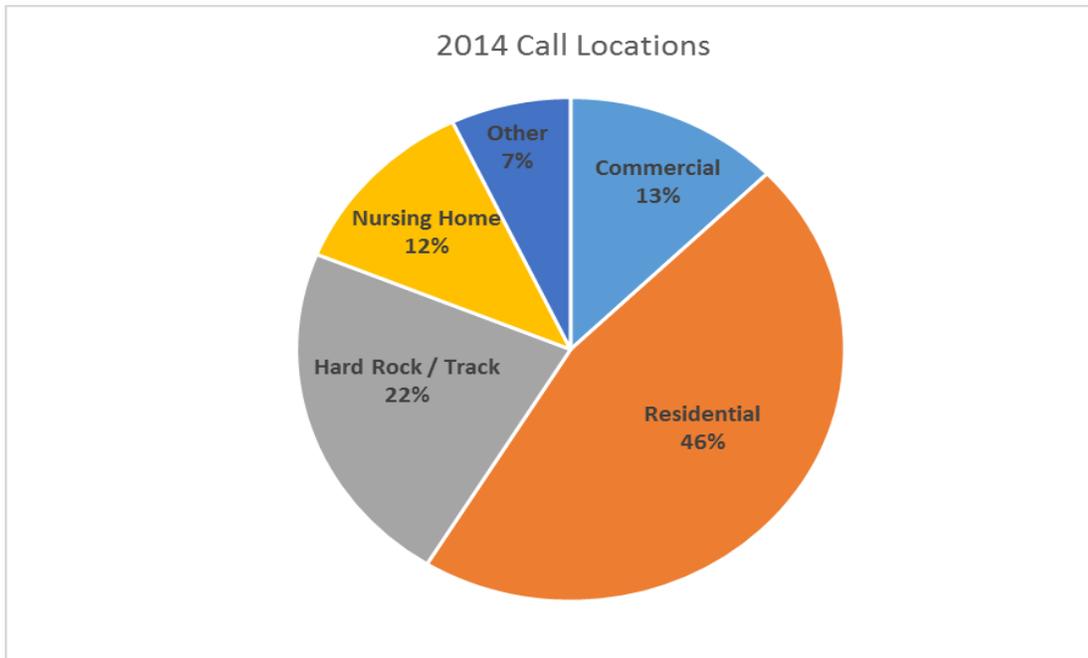


Incident Type	# Incidents	% of Total
Fires	16	2.41%
Overpressure rupture, explosion, overheating - no fire	0	0%
Rescue & Emergency Medical Service	553	83.28%
Hazardous Condition (No Fire)	19	2.86%
Service Call	21	3.16%
Good Intent Call	21	3.16%
False Alarm & False Call	34	5.12%
Severe Weather & Natural Disaster	0	0%
TOTAL RESPONSES	664	100%

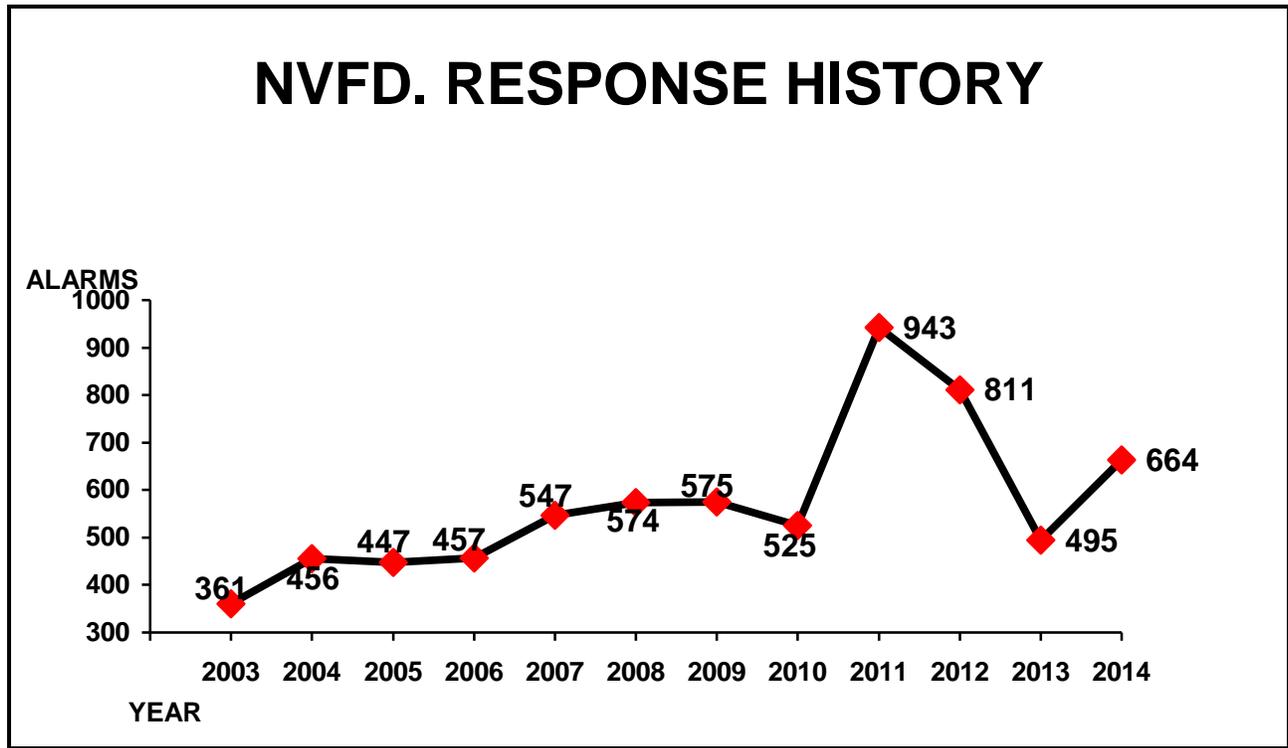
AVERAGE CALL TIMES

Time Type	Average Time	Description
Reaction Time	1:37	En Route Time
Response Time	3:47	Time of Call till On Scene
Scene Time	19:40	Time On Scene
Transport Time	10:23	Driving Time to Hospital
Destination Time	16:30	Time At Hospital
Total Call Length	46:38	Overall Call Length

Calls By Location

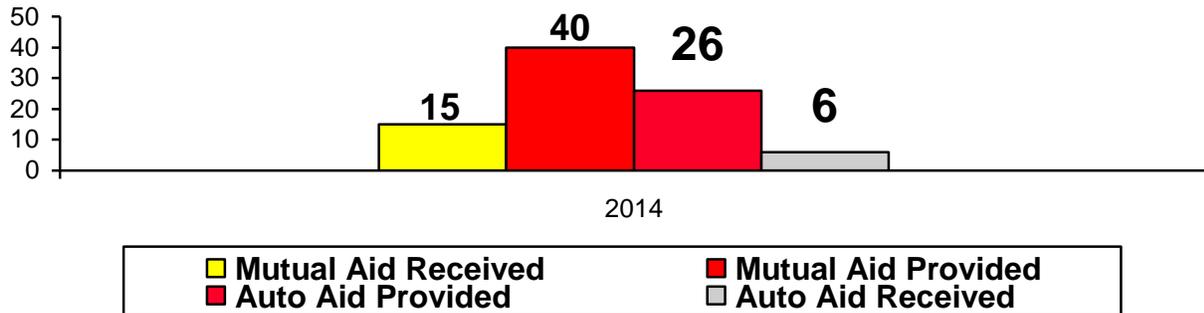


RESPONSE HISTORY: 2003-2014

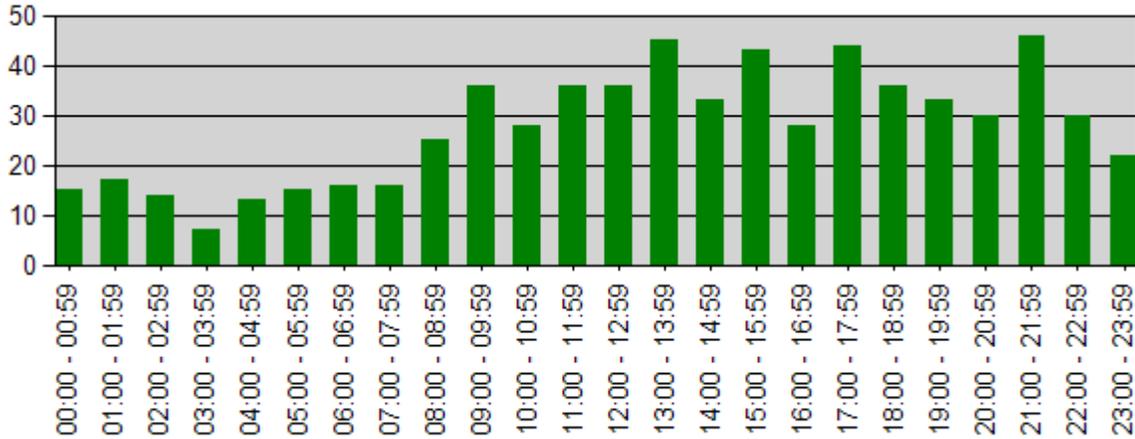


MUTUAL AID

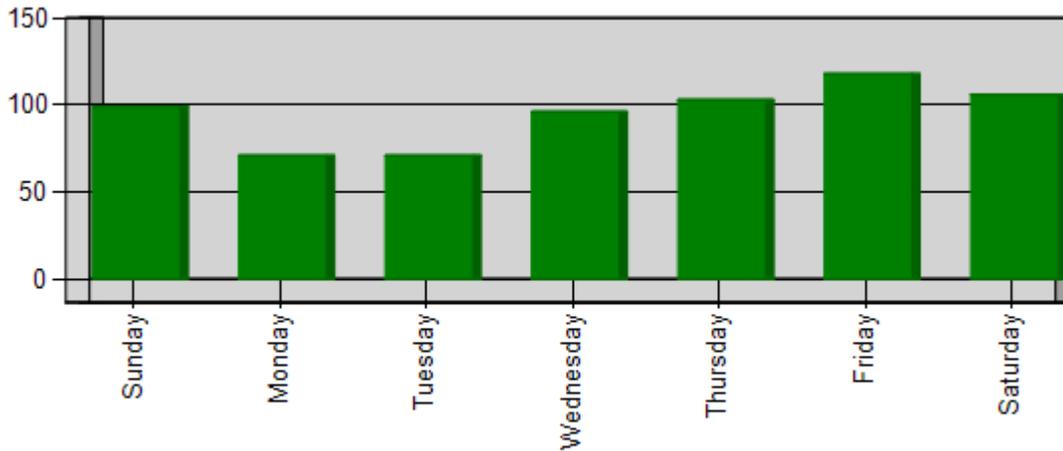
<u>AID TYPE</u>	<u>COUNT</u>
Mutual Aid Received	15 (2%)
Automatic Aid Received	6 (1%)
Mutual Aid Given	40 (6%)
Automatic Aid Given	26 (4%)



CALLS FOR SERVICE BY HOUR OF DAY



CALLS BY DAY OF WEEK



Overlapping Incidents

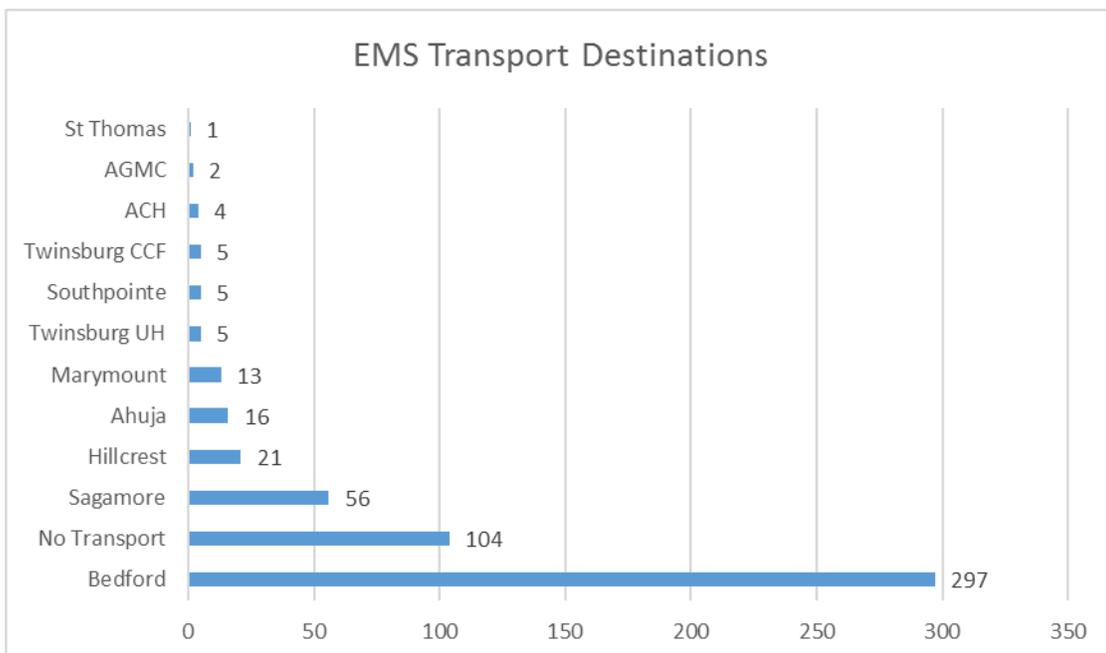
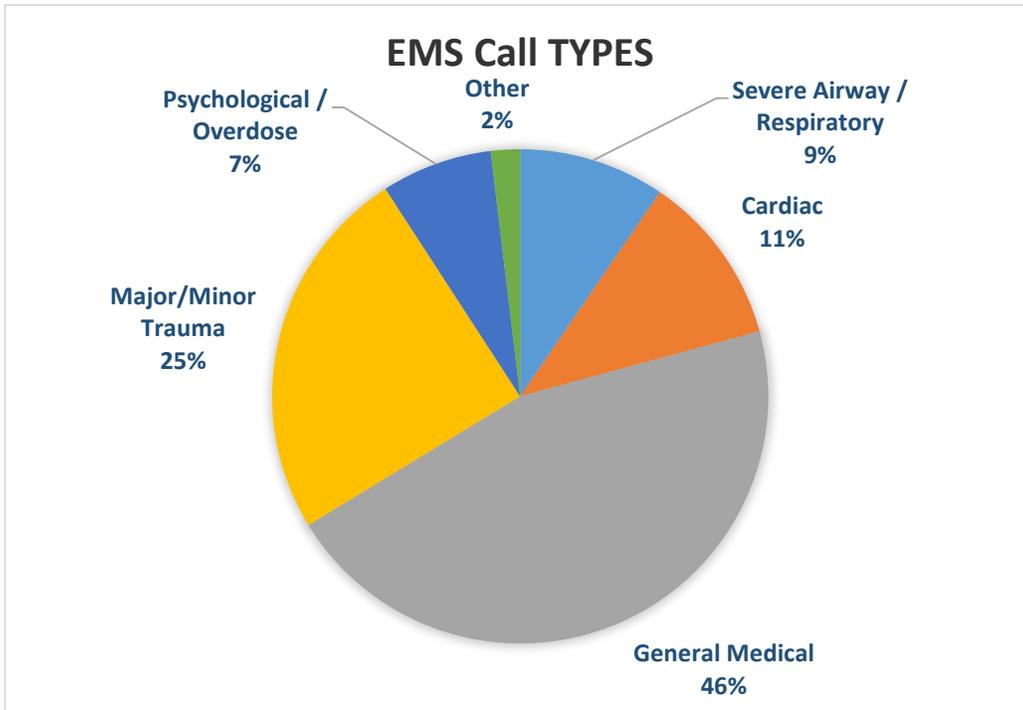
Number Overlapping	Percentage Overlapping
65	9.79

Overlapping Incidents Requiring Mutual Aide

MA Due to Overlapping Calls	Overlapping Calls Mutual Aide %	Total Mutual Aide Required Call %
15 Calls	23%	2%

EMERGENCY MEDICAL SERVICES (EMS)

EMS calls continue to be the majority of incident activity for the fire department. 80% (425) of patients encountered were transported to the Emergency Room, while 20% (104) either refused or did not need transport to an emergency room. Fire Department rescue squads transported 295 patients to area hospitals in 2014. Patients were transported to University Hospital Bedford on 297 occasions (70%). Patients were transported to other area hospitals on 118 occasions (30%).





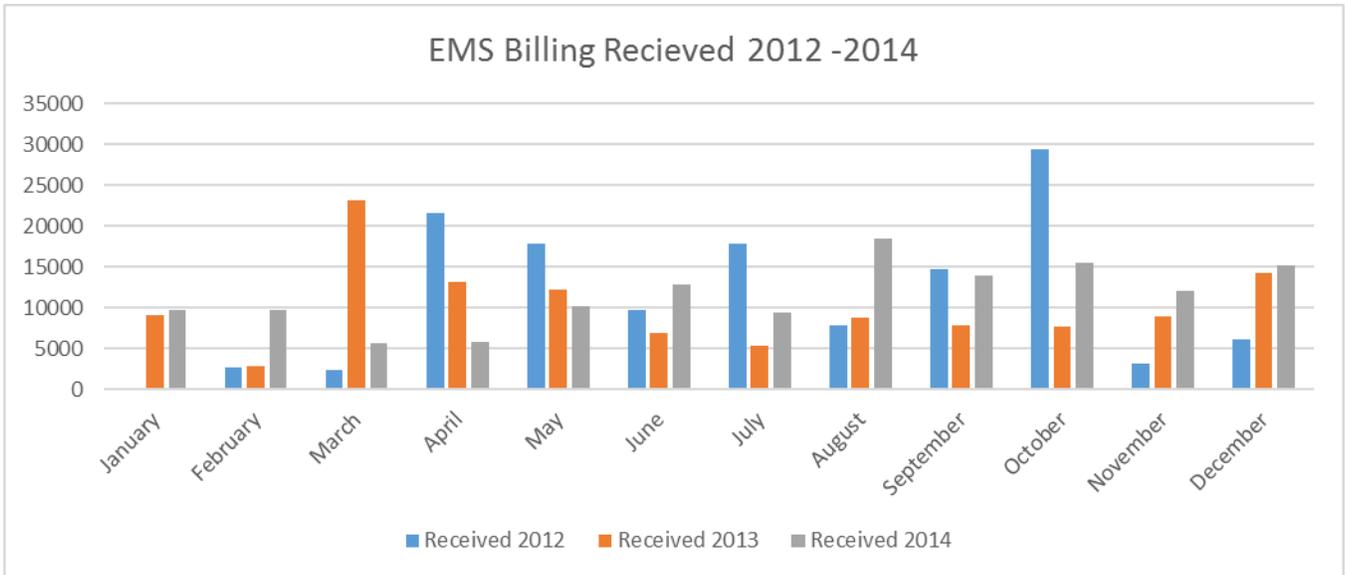
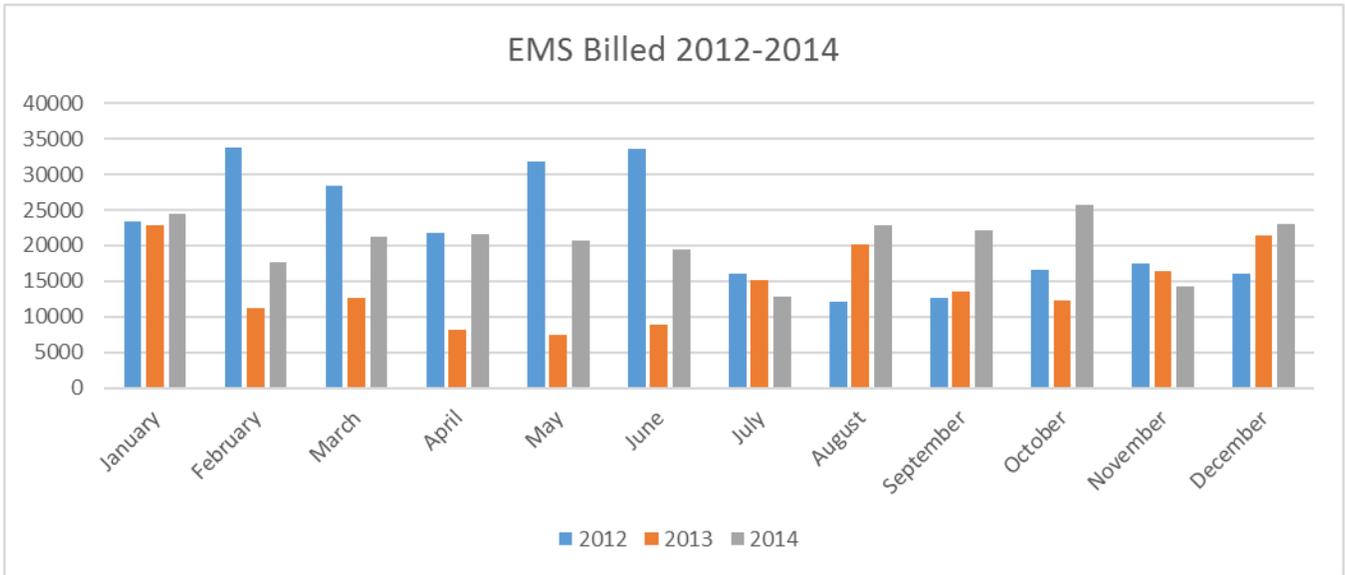
REVENUE FROM EMS TRANSPORT

The Fire Department bills patients for transportation to medical facilities. The EMS billing system generated \$135,045 in 2014, an increase of 10.4% over 2013. The funds received from Emergency EMS billing are distributed into the fire department’s budget for general operations.

Year	Collection Rate	Billed	Collected
2012	51.10%	\$265,437.00	\$135,631.00
2013	70.96%	\$172,337.00	\$122,292.00
2014	54.91%	\$245,917	\$135,044.87

Item	Trips	Amount	Bill per Incident
Non-Transport	73	\$10,950	\$150.00
BLS	95	\$42,750	\$450.00
ALS	303	\$166,650	\$550.00
ALS2	10	\$7,000	\$700.00
Mileage	1856	\$18,567	\$10.00
Totals	481	\$245,917	

Billing History



Resident vs Non Resident Billing

	Total Patients	Total Transports	Total Charges
Resident	192	263	\$137,606
Non Resident	214	218	\$108,311

DISPATCH SERVICES



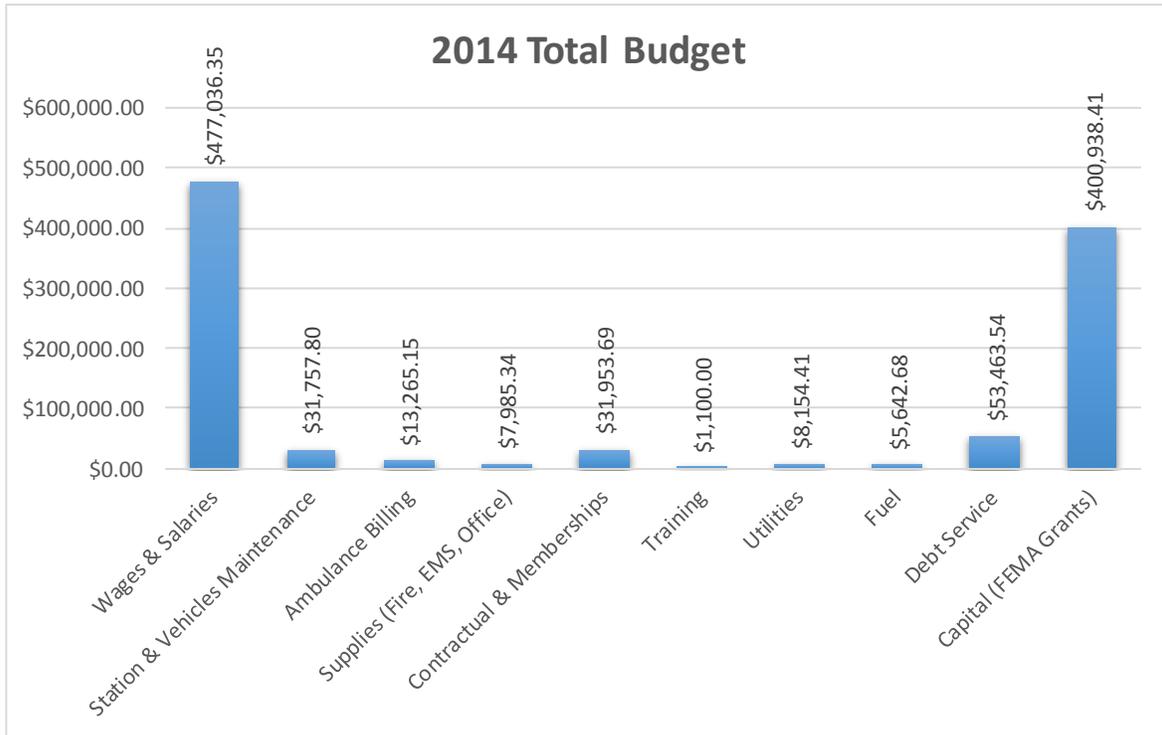
NVFD utilizes Macedonia Police Department for dispatching services. This contract is shared between Northfield Police, Fire and Service. Macedonia is responsible for all aspects of the 911 service and handles all types of fire department notifications.

Total Annual Cost	Total Percentage of Dispatch Contract	Cost Per Call Dispatched (664 Calls in 2014)
\$24,500	35%	\$37 / Call



BUDGET FIGURES 2014

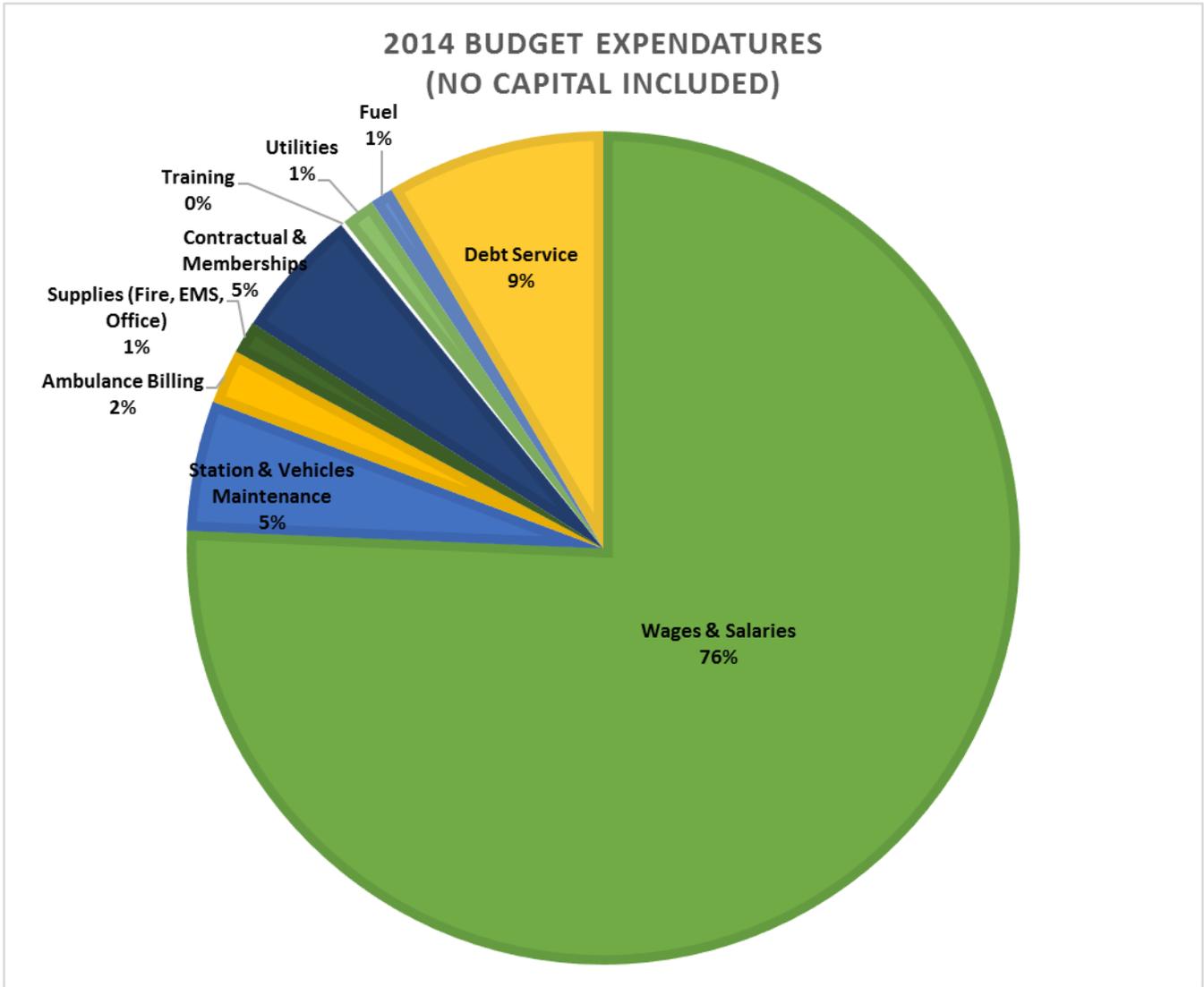
2014 Actual Budget Expenditures



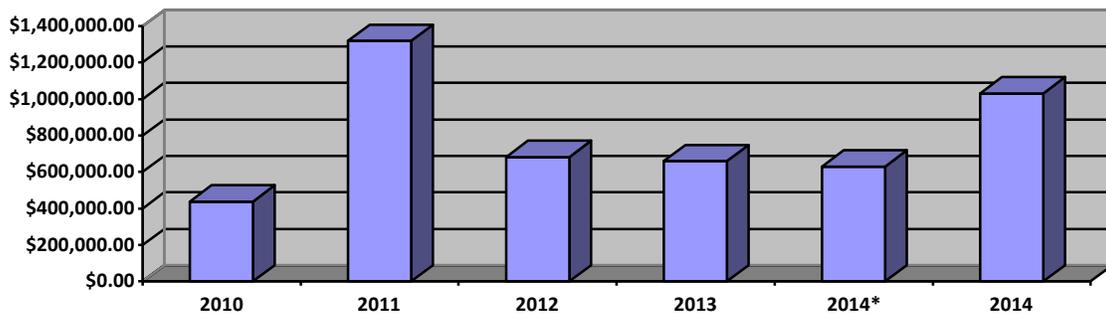
General Budget Breakdown

Description	
Wages & Salaries	\$477,036.35
Station & Vehicles Maintenance	\$31,757.80
Ambulance Billing	\$13,265.15
Supplies (Fire, EMS, Office)	\$7,985.34
Contractual & Memberships	\$31,953.69
Training	\$1,100.00
Utilities	\$8,154.41
Fuel	\$6,547.94
Debt Service	\$53,463.54
Capital	\$400,938.41

Total 2014 Expenditures = \$1,032,202.63



BUDGET HISTORY



2010	2011	2012	2013	2014 Total	2014 No Grants*
\$439,476	\$1,319,071	\$683,688	\$659,333	\$1,032,203	\$630,359*

2014 Detailed Budget

Fund #	Name	2014 Budget	2014 Actual	% Difference
B08-1-A-210	Fire Chief Salary	\$25,500.00	\$25,480.80	99.92%
B08-1-A-211	Fire Salaries	\$429,500.00	\$427,407.71	99.51%
B08-1-A-212	Fire Overtime	\$0.00	\$0.00	N/A
B08-1-A-214	Uniform Allowance	\$9,000.00	\$6,147.84	68.31%
B08-1-A-215	Medicare	\$7,000.00	\$7,000.00	100.00%
B08-1-A-216	Social Security	\$11,000.00	\$11,000.00	100.00%
B08-1-A-220	Travel / Transportation	\$0.00	\$0.00	N/A
B08-1-A-221	Dues, Memberships, Subscr	\$500.00	\$414.00	82.80%
B08-1-A-222	Training	\$3,000.00	\$1,100.00	36.67%
B08-1-A-230	Vehicle Maintenance	\$23,200.00	\$23,134.62	99.72%
B08-1-A-231	Equipment Maintenance	\$4,500.00	\$3,919.80	87.11%
B08-1-A-232	Comm Equip Maint	\$3,600.00	\$432.00	12.00%
B08-1-A-233	Contractual Services	\$39,200.00	\$31,539.69	80.46%
B08-1-A-234	Building Maintenance	\$5,500.00	\$4,271.38	77.66%
B08-1-A-235	Ambulance Billing Fees	\$13,300.00	\$13,265.15	99.74%
B08-1-A-237	Utilities	\$8,200.00	\$8,154.41	99.44%
B08-1-A-240	Fuel Costs	\$6,000.00	\$6,547.98	94.04%
B08-1-A-241	Office Supplies	\$3,450.00	\$2,118.82	61.42%
B08-1-A-242	EMS Supplies	\$5,000.00	\$2,541.22	50.82%
B08-1-A-243	Other Expenses	\$3,710.00	\$3,325.30	89.63%
B08-1-A-250	Capital	\$750,950.00	\$400,938.41	53.39%
B08-1-A-260	Debt Service Principal	\$73,000.00	\$44,971.21	61.60%
B08-1-A-261	Debt Service Interest	\$9,000.00	\$8,492.33	61.60%
	Totals	\$1,434,110.00	\$1,032,202.63	72%

2014 Grant Programs

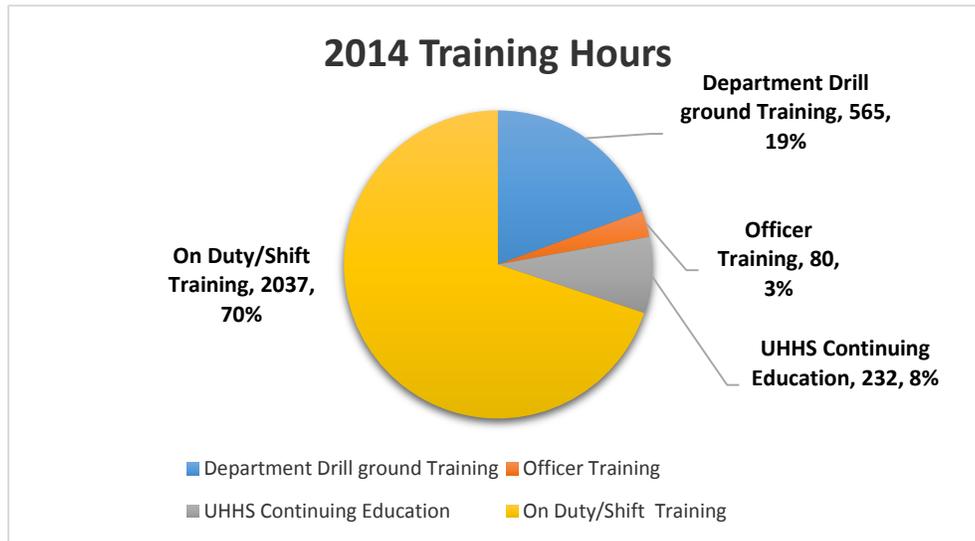
2014 Grant Funds Received	
FEMA - Assistance to Firefighters Grant - Radios	\$138,000
FEMA – AFGP – Regional SCBAs	\$589,000
Ohio EMS Grant	\$2,500
Total	\$ 729,500

In 2014 Northfield Village Fire Department received a number of grants to support their day to day operations. The State of Ohio EMS grant provides for the purchase of small medical equipment on a 100% reimbursement program. The Assistance to Firefighters Grants Program allowed NVFD to replace all of its Scott Self Contained Breathing Apparatus (SCBAs) and fund the equipment needed to move to Summit County’s 800mHz radio system. This grant is a 95% / 5% match program.

Without these grant opportunities, NVFD would fiscally struggle to obtain these vital pieces of equipment.



TRAINING



DEPARTMENT & SHIFT TRAINING

The following list includes the areas covered by in-service shift training. Firefighters are required to complete monthly training requirements set forth by the Training Officer. These requirements are in line with the requirements set forth by the State of Ohio for firefighter recertification.

Building Construction and Fire Behavior	General Fire Prevention Training
Company Tours of New Construction	SCBA Training
General Driver Training	Live Fire Burn Training
Fire Control	Air Bag Training
Strategic and Tactical Operations	Cold Water Rescue
Incident Command System	Rapid Intervention Training
Fire Streams Theories	Firefighter Escape Techniques
Fundamentals of Fire Suppression	Ventilation Procedures
Hazardous Materials Overview	Small Equipment Reviews
Rope Rescue Training	Ground Ladders
Engine and Truck Pump Procedures	

EMS CONTINUING EDUCATION TRAINING

The following list includes the areas covered by monthly run reviews held with University Hospitals, our Medical Direction. Paramedics and Emergency Medical Technicians (EMTs) are required to complete monthly training requirements set forth by the Medical Director. These requirements are in line with the requirements set forth by the State of Ohio for Paramedic and EMT recertification.

Pediatrics	Geriatrics
Emergency Runs and Protocol Review	CPAP
12 Lead EKG Interpretations	Trauma
Respiratory Emergencies	Pharmacology
Stroke	Altered Mental Status
CPR Recertification	Hypothermia
Drug Box Exchange Procedure	ACLS

FIRE HYDRANT TESTING

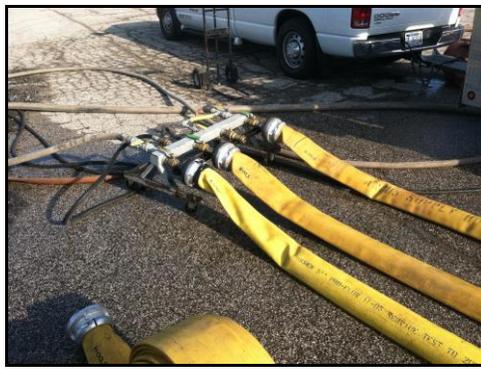
Fire hydrants in the Village of Northfield are inspected and flow tested annually by the fire department. Fire hydrants and water utilities are owned by the City of Cleveland, Division of Water. Hydrants needing repair are reported to the Division of Water for follow up.

The Service Department is responsible for maintaining the appearance of the fire hydrants. Each year we compile a list of hydrants in need of painting. Painting provides a hydrant protection against rust which “freezes” caps and makes the overall operation of the hydrant difficult.

HOSE TESTING



The annual service pressure testing of fire hose was completed on all in-service fire hose. This testing was completed by a third party vendor, National Hose Testing Specialties, to ensure all NFPA requirements are met and help increase our ISO scores. Defective or failed hose is replaced on an as-needed basis each year. This ensures that serviceable hose is available when needed. Most of our hose has now been replaced since 2010.



NEW EQUIPMENT

Northfield Village Fire was able to acquire a multitude of much needed and vital equipment in 2013. These items were purchased through state and federal grants as well as money received from Ohio from the Racino fund. All of the items have improved NVFD's ability to serve and protect the residents and visitors of the Village of Northfield.



FIRE PREVENTION

PART-TIME FIRE INSPECTORS

CHIEF JASON L BUSS

LT. CHRIS HRACH

FF. PAUL NEES

2013 marked the formal beginning of Northfield Village's part-time fire prevention program. Lt. Chris Hrach is serving as the lead for this program. Fire Prevention was kept very busy in 2014 with the activities of the Hard Rock Rocksino, including concerts, special events, and educational programs for the facility.

In addition to the challenges the Hard Rock brought, Fire Prevention was very busy inspecting all the businesses and apartment buildings in Northfield. Lt. Hrach worked well with business owners to help them get their businesses up to code and NVFD helped improve fire inspection results by being proactive and publishing a guide for business owners showing what we look for during an annual inspection.



Fire Prevention is responsible for annual business inspections, pre occupancy fire inspections, plans review, ensuring compliance testing of fire alarms and suppression systems, special fire related permits, Crowd Manager training, concert safety standbys, and fire cause investigation.

NVFD continued its fire permit fee program in 2014. This program aims to generate funds to help support staffing the Fire Prevention Division. These fees are very similar to those charged by fire departments across the United States. A fee ranging from \$25-225 permit is now required for alarm and suppression system testing, plan reviews, bonfires, firework displays, and certain fire watches.

LIFE SAFETY EDUCATION

On duty personnel are responsible for providing Life Safety Education to the Village of Northfield. Our programs and tours influence age groups from preschool to high school. The goal is to get helpful safety information to the children in a manner that will “stick” with them as they develop. They also address the needs of seniors, homeowners, and employees in the workplace.

NVFD has increased our ability to reach the public by participating in the quarterly newsletter, establishing email and business cell phone numbers for the Fire Chief and Fire Prevention, and by starting a Facebook group page on which fire safety information is regularly disseminated.



NVFD is proud to now offer a residential lock box program, smoke detector program, a variety of CPR classes, Blood Borne Pathogen and other fire related trainings to the residents and business owners in Northfield. Anyone interested in a specific type of class or additional information can always contact the fire department Monday-Friday from 8AM-5PM.



NORTHFIELD PARK RACE TRACK EMERGENCY MEDICAL SERVICES



NVFD provides a basic life support ambulance staffed with two Emergency Medical Technicians for all events. Northfield Park helped NVFD purchase an ambulance to be used at the race track and pays a yearly fee to help pay for fuel, maintenance and supplies.

In 2014, NVFD staffed 2,925 hours during racing events at Northfield Park Race Track



FREQUENTLY ASKED QUESTIONS

How do I get a copy of a Fire or Medical report?

Call the Fire Department at (330) 467-5355, during our regular business hours of 8:00AM-5:00PM Monday thru Friday, for proper procedures to obtain a report.

Who do I call to learn CPR?

You can call (330) 467-5355 and ask for the Lt. Zemek or Captain Eberling.

What is a “Lockbox” & where can I obtain one?

A “lockbox” is a tamper-proof box mounted on the outside of a structure which contains keys to access the building. This allows the fire department quick access to a home or business even when the building may be secured, i.e. after hours or when occupants have limited mobility. Information to purchase a lockbox can be obtained by calling the Fire Department at (330) 467-5355.

If my carbon monoxide (CO) detector activates, what should I do?

Carbon monoxide is a colorless, odorless gas that is created by the incomplete combustion of carbon based fuels. It also connects to blood cells at a rate 200 times faster than oxygen. It is recommended that you install a carbon monoxide detector on each level of your home. If a detector activates, call 911 and exit your home immediately. The fire department will respond to your home and check the level of carbon monoxide (if any).

How often do you have replace your smoke or carbon monoxide detectors?

Smoke detectors need to be replaced every 10 years and carbon monoxide detectors need to be replaced every 5 – 7 years.

Why do firefighters cut holes in the roof and break windows of a building on fire?

This is called “ventilation.” There are two reasons for ventilating a structure. The first is to remove dangerous gases, heat, and smoke which accumulate in a burning building. These gases reduce visibility and can impede rescue and firefighting efforts. Second, ventilation allows firefighters to relieve the structure of superheated gases which spread fire and contribute to dangerous situations such as flashover and back draft explosions.

What should I do with hot fireplace ash?

DO NOT remove hot ashes from the fireplace immediately. Wait 2-3 days before removing the ashes from the fireplace to allow the hot embers time to completely cool. Place the cool ash in a metal container and store outside away from the home and any combustibles.

Why not three 8 hour shifts instead of one 24 hour shift? Wouldn't that be more cost effective?

Actually, it is more cost effective for firefighters to work 24 hour shifts. Firefighters work an average of 56 hours per week. If staffed with 8 hour shift employees, it would require overtime for hours worked per week, exceeding 40. An 8 hour shift schedule would require 30% more firefighters to provide the same daily staffing levels as is currently maintained.

Why do firefighters sleep at the fire station?

Firefighters in Northfield Village, along with most firefighters in North America work 24 hour shifts. Irrespective of the time of day or night, firefighters will respond 24/7/365 days a year. Station duties and training activities are completed throughout the day. At night firefighters are permitted to sleep in order to maintain energy and a sharp mind when requested to respond.

